

Approved

City of York Board of Architectural Review
Minutes
February 7, 2022

Members present:

Chairperson Beth Bailey
Gene Gaulin
Gary Stewart
Quinn Witte
Linda Lowman

Members absent:

Diane Hanlon

Others present:

Planning Director Breakfield
Zoning Administrator Blackston
Kashua Wortham
Jonathan Guy

Chairperson Beth Bailey called the meeting to order at 6:30 p.m.

The first item of business was approval of the draft Minutes from the January 10, 2022 meeting. Upon a Motion by Linda Lowman, seconded by Gene Gaulin, the Board unanimously approved the Minutes as submitted with the notation that the staff approved COA should be listed in detail.

The second item of business was consideration of a certificate of appropriateness (COA) application for wall signage at 8 North Congress Street for Ten 11 Events.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by Linda Lowman, the Board unanimously approved the application as submitted. The Motion was then amended by Gary Stewart, and seconded by Quinn Witte to say the sign could be relocated as a wall or protruding sign as long as the minimum clearance from the ground was at least 7 ½ feet.

The third item of business was consideration of a Façade Grant Improvement application for 12 North Congress Street for Congress Street Pharmacy.

Planning Director Breakfield reminded the Board of the requirements of the Façade Grant Improvement Program.

After discussion and upon a Motion by Gene Gaulin, seconded by Gary Stewart, the Board unanimously approved the application as submitted.

The fourth item of business was discussion of the process to finalize vinyl building material usage requirements. The Board considered the draft Policy Statement Regarding the Use of Vinyl and Other Substitute Materials for Siding, Windows, Doors, and Porches in York's Historic District.

After reviewing the draft policy and after much discussion regarding hardship information, revisions, grandfathering guidelines, etc. the Board requested that the draft policy be revised and presented at the next meeting for review and discussion.

The fifth item of business was documentation of certificate of appropriateness applications.

The sixth item of business was an update regarding staff-approved certificates of appropriateness. Zoning Administrator Blackston indicated that there were no staff-approved COA applications to report at this meeting.

There being no further business, the meeting was adjourned at 8:01 pm.

Respectfully submitted,

C. David Breakfield, Jr. AICP, MCP
Planning Director

cc: File, Board of Architectural Review 2/7/2022
Seth Duncan, City Manager